



SCOTTSDALE AIRPORT ADVISORY COMMISSION
Public Meeting
Wednesday, November 19, 2003 at 6:00 p.m.*
Via Linda Senior Center
10440 E. Via Linda, Scottsdale, AZ



Donald Maxwell, Chairman

Leonard Tinnan, Vice Chairman
Philip Vickers
Fred Madanick

Bill Mack
Tom Guilfooy
Mike Osborne

Notice is hereby given to the members of the Scottsdale Airport Advisory Commission and to the general public that the Scottsdale Airport Advisory Commission will hold its regular meeting open to the public at 6:00 p.m. on Wednesday, November 19, 2003, *or immediately following the Joint City Council Subcommittee on Regional Aviation Issues/Airport Advisory Commission Meeting, at the Via Linda Senior Center, 10440 E. Via Linda.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Airport Administration office at (480) 312-2321. Requests should be made as early as possible to allow time to arrange accommodation.

AGENDA

City Council Subcommittee on Regional Aviation Issues/Airport Advisory Commission Joint Meeting
(See separate agenda)

CALL TO ORDER

ROLL CALL

MINUTES

- 1. Action**
Approval of the Minutes of the October 8, 2003 Regular Meeting.

PUBLIC COMMENT

Citizens may complete one "Citizen Voice" comment card per meeting and submit it to an Aviation Staff member before or during this meeting in order to address the Commission on any agenda item or during Public Comment time. The Public Comment time is reserved for citizen comments regarding non-agenda items, therefore, no official Airport Advisory Commission action or discussion can be taken.

AERONAUTICAL BUSINESS PERMIT(S)

- 2. Action**
Ratification of Airpark Aeronautical Business Permit for James Warren to provide hangar/shade leasing in the Airpark. (*This item was tabled from the August 27, 2003 meeting and the October 8, 2003 meeting.*)
- 3. Action**
Ratification of Airport Aeronautical Business Permit for Smith Aircraft Services, Inc. to provide mobile aircraft maintenance and repair services at Scottsdale Airport.
- 4. Action**
Ratification of Airpark Aeronautical Business Permit for Pragmatic Aviation, L.L.C. to provide hangar/shade leasing services in the Scottsdale Airpark.
- 5. Information**
Aeronautical Business Permit Additions, Cancellations, or Revocations.

GENERAL BUSINESS

- 6. Action**
Consider Recommendation to ADOPT Resolution No. 6398 and AUTHORIZE Contract No. 2003-174-COS a lease agreement between the City of Scottsdale and Grand Canyon Airlines, Inc. for commercial office and counter space in the Airport Terminal Building.
- 7. Action**
Consider recommendation to ADOPT Resolution No. 6393 and AUTHORIZE Amendment to lease agreement between the City of Scottsdale and Southwest Flight Center regarding relocation within the Aviation Business Center.
- 8. Action**
Consider recommendation to ADOPT Resolution No. 6410 and AUTHORIZE Intergovernmental Agreement No. 2003-186-COS with the Arizona Department of Transportation (ADOT) accepting a grant for \$225,000 for security improvements.
- 9. Action**
Consider Recommendation to Approve the Proposed Five-Year Aviation Capital Improvement Program.

PILOT/COMMUNITY OUTREACH UPDATE

- 10. Information**
October 2003 Noise Report.

OPERATIONS UPDATE

- 11. Information**
Review of Airport Operations for October 2003.

MEETING SCHEDULE

- 12. Action**
Review/Modify Meeting Schedules 2003/2004.

PUBLIC COMMENT

Citizens may complete one "Citizen Voice" comment card per meeting and submit it to an Aviation Staff member before or during this meeting in order to address the Commission on any agenda item or during Public Comment time. The Public Comment time is reserved for citizen comments regarding non-agenda items, therefore, no official Airport Advisory Commission action or discussion can be taken.

DIRECTOR'S REPORT

ITEMS FROM THE COMMISSION

ADJOURNMENT



COMMISSION ACTION REPORT
TO: Airport Advisory Commission
FROM: Airport Staff
SUBJECT/PROJECT NAME: Approval of Minutes.

Agenda Item No.: ____

Meeting Date: 11/19/03

Staff Contact: Scott Gray, C.M.

Phone: (480) 312-7735

ACTION

Review and approval of Minutes of the October 8, 2003 regular meeting.

Scott T. Gray, C.M., C.A.E.
Aviation Director

Attachment(s): (1) Draft Minutes of the October 8, 2003 regular meeting

Action
Taken

**SCOTTSDALE AIRPORT ADVISORY COMMISSION
15000 N. AIRPORT DRIVE, SCOTTSDALE, AZ 85260**

**OCTOBER 8, 2003
REGULAR MEETING**

MINUTES

PRESENT:	Donald Maxwell, Chairman Tom Guilfooy Philip Vickers	Leonard Tinnan, Vice Chairman Mike Osborne Fred Madanick
ABSENT:	Bill Mack	
STAFF:	Scott Gray, Aviation Director Gary Mascaro, Asst. Aviation Director Chris Read, Asst. Aviation Director	Paul Norman, Assistant City Attorney Matt Johnson, Airport Specialist Jennifer Lewis, Airport Planner
OTHER(S):	Patrick Colceri, Scottsdale Hangar One Laurie Nelson, Vermillion Catering Don Owens, Scottsdale Fighter Pilots Karl Gimbel, Extreme Holdings	Russell Jols, ARINC Steve Zucker, The Pampered Palate Brian Ready, AzBAA Chris Rasmussen, Scottsdale Tribune

CALL TO ORDER

Chairman Maxwell called the meeting to order at 6:00 p.m.

ROLL CALL

A formal roll call confirmed members present as stated above.

APPROVAL OF MINUTES

Item 1 - Action

Approval of the Minutes of the August/September Combined Regular Meeting of August 27, 2003

Vice Chairman Tinnan made a motion to approve the minutes of the August 27th meeting. Commissioner Osborne seconded the motion and the minutes were approved as submitted by a vote of 6-0.

At this time, Mr. Paul Norman, Assistant City Attorney addressed the Commission and stated that the City Attorney has determined it is no longer necessary for the legal staff to attend the City's various board and commission meetings except in instances where particular legal issues may require their attendance. Therefore, unless there was a specific need for him to be present, he would not be attending future Airport Advisory Commission meetings.

PUBLIC COMMENT

There were no public comments.

Chairman Maxwell stated informational Item 12, the Scottsdale Fighter Pilots Museum Update would be taken next on the agenda prior to the Permit Ratifications.

Mr. Don Owens of the Scottsdale Fighter Pilots Museum provided an update on what has been happening with the museum project stating they are at the same point they were last April. Mr. Owens

advised that the Arizona Aerospace Foundation in Tucson, of which he is a board member, decided they did not have the finances or management to carry the International Fighter Pilots Museum. Therefore, the fighter pilots foundation they had formed went to the City of Scottsdale and they now have a land lease for the proposed museum.

Mr. Owens added they have a fund raising problem due to the separation of the two entities, the Arizona Aerospace Foundation in Tucson, and the International Fighter Pilots Museum Foundation in Scottsdale, and it is difficult to separate the funding. He added there are also differences of opinion as to where the money goes and of money that may have been restricted for other uses. Mr. Owens stated they have till December 15, 2003 to resolve their issues, or in January he may have to come back to the Commission and provide a status update before they go to City Council.

Mr. Owens also noted that the Museum of Flight in Seattle is opening another museum where the Champlin Fighter Museum used to be, and they may put some of their excess airplanes at Falcon Field, which might be direct competition with Scottsdale. However, Mr. Owens expressed his opinion that if the funding issues are resolved, he expects to have \$2 million committed within in 30 days.

AERONAUTICAL BUSINESS PERMIT(S)

Item 2 - Action

Ratification of Airport Aeronautical Business Permit for Vermillion Home & Event Catering to provide off-airport in-flight catering service at Scottsdale Airport.

Mr. Matt Johnson advised the Commission that Vermillion Home & Event Catering has provided all the appropriate documentation as required in the Airport Minimum Operating Standards, and according to the owner, the six-percent fee is anticipated to generate an additional \$300 in annual revenue to the Aviation Enterprise Fund. Ms. Laurie Nelson, a representative of Vermillion, was present to answer any questions.

There were no questions from the Commission. Vice Chairman Tinnan made a motion to approve the Airport Aeronautical Business Permit for Vermillion Home & Event Catering. Commissioner Osborne seconded the motion and it passed by a vote of 6-0.

Item 3 - Action

Ratification of Airpark Aeronautical Business Permit for James Warren to provide hangar/shade leasing in the Airpark.

Mr. Johnson advised the Commission this item was tabled from last month's meeting and would have to be tabled again since a representative from James Warren was not present. Vice Chairman Tinnan inquired how many times the item could be tabled and Mr. Johnson responded it was three times. This item was tabled to next month's meeting.

Item 4 – Action

Ratification of Airpark Aeronautical Business Permit for Scottsdale Hangar One to provide hangar/shade leasing in the Airpark.

Mr. Johnson advised the Commission that Scottsdale Hangar One has provided the appropriate documentation as required in the Airpark Minimum Operating Standards and the five-percent fee is anticipated to generate an additional \$1500 in annual revenue to the Aviation Enterprise Fund. Mr. Johnson added this is a new hangar facility. Mr. Johnson advised that Mr. Patrick Colceri, General Manager, Scottsdale Hangar One was present to answer any questions from the Commission. There were no questions.

Vice Chairman Tinnan made a motion to approve the Airpark Aeronautical Business Permit for Scottsdale Hangar One. Commissioner Madanick seconded the motion and it passed by a vote of 6-0.

Item 5 – Action

Ratification of Airport Aeronautical Business Permit for The Pampered Palate to provide off-airport in-flight catering at Scottsdale Airport.

Mr. Johnson advised the Commission that The Pampered Palate has provided the appropriate documentation as required in the Airport Minimum Operating Standards and according to the owner the six-percent fee is anticipated to generate an additional \$300 in annual revenue to the Aviation Enterprise Fund. Mr. Johnson stated that Mr. Steve Zucker, president, was present to answer any questions from the Commission. There were no questions from the Commission.

Vice Chairman Tinnan made a motion to approve the Airport Aeronautical Business Permit for The Pampered Palate. Commissioner Osborne seconded the motion and it passed by a vote of 6-0.

Item 6 – Action

Ratification of Airport Aeronautical Business Permit for ARINC to provide aircraft maintenance and repair service at Scottsdale Airport.

Mr. Johnson advised the Commission that ARINC has provided the appropriate documentation as required in the Airport Minimum Operating Standards and the insurance requirements naming City of Scottsdale as additional insured have been met. He added this action is not anticipated to result in additional tiedown area demand, and associated permit fees are anticipated to generate approximately \$1000 in annual revenue to the Aviation Enterprise Fund. Mr. Johnson advised the Commission that Mr. Russell Jols, maintenance supervisor, was present to respond to any questions from the Commission. Mr. Jols stated that ARINC has been in business since 1929, and his business services whatever types of aircraft can land at Scottsdale.

Commissioner Osborne made a motion to approve the Airport Aeronautical Business Permit for ARINC. Commissioner Guilfooy seconded the motion and it passed by a vote of 6-0.

Item 7 – Action

Ratification of Airpark Aeronautical Business Permit for Extreme Holdings, Inc. to provide aircraft management services in the Scottsdale Airpark.

Mr. Johnson advised the Commission that Extreme Holdings, Inc. has provided the appropriate documentation required in the Airpark Minimum Operating Standards, and the associated permit fees are anticipated to generate approximately \$3000 in annual revenue to the Aviation Enterprise Fund. Mr. Johnson stated Mr. Karl Gimbel was present to respond to any questions from the Commission.

Vice Chairman Tinnan inquired what are considered aircraft management services. Mr. Gimbel responded the company is a wholly owned subsidiary that owns the airplane and they provide pilot service for the airplane.

Commissioner Vickers inquired if the pilot they provide has executed the voluntary noise compliance letter [pilot pledge]. Mr. Gimbel responded they did not sign, as all their aircraft are Stage 3. Commissioner Vickers inquired if all pilots were sent the letter. Mr. Gray responded it was sent to all their based tenants. Mr. Gimbel said his legal counsel advised him not to sign the pilot pledge.

Commissioner Guilfooy made a motion to approve the Airpark Aeronautical Business Permit for Extreme Holdings, Inc. Commissioner Madanick seconded the motion. It passed by a vote of 5-1, with Commissioner Vickers opposed.

Item 8 – Information

Aeronautical Business Permit Additions, Cancellations, or Revocations.

Mr. Johnson said this is an informational item and he would be glad to answer any questions from the Commission. Commissioner Guilfooy inquired if the one cancellation, Simtec Aviation, has left the airport. Mr. Johnson responded that Simtec is no longer doing business and has left the airport.

Vice Chairman Tinnan noted the large number of permits for off-site catering and questioned how many of them were active and generating revenue for the Airport. Mr. Johnson responded that all of the current permitted caterers pay a minimum monthly fee of \$25.00.

Commissioner Guilfooy inquired if the permitted caterers receive an airfield access card. Mr. Gray responded no, that one of the FBO's would have to allow them access.

GENERAL BUSINESS

Item 9 – Action

Authorize award of the Airport Engineering Services Contract No. 04RP008 to Gilbertson Associates, Inc. for design, construction, administration, master planning, noise studies, and other related airport improvements.

Mr. Chris Read advised the Commission that Gilbertson Associates, Inc. will be providing airport engineering and consulting services as directed by airport staff. The term of the contract is for one-year with the option to renew for two additional one-year terms. Mr. Read stated a total of three firms submitted proposals, and a panel of five evaluators as the most qualified selected Gilbertson Associates.

Commissioner Vickers inquired why they are reviewing this contract if it has already been executed by Purchasing, the City Attorney's office, and the contracting party. Commissioner Vickers asked if they could make modifications to the contract's language and if they cannot why is it being brought to the Airport Advisory Commission.

Mr. Gray responded that they could not change the language of the contract since the contract was included as part of the RFP process and cannot be modified. Mr. Gray said it came to the Commission because the Commission could recommend the City Council to approve or not approve it, or to recommend changes. The City Council would ultimately make the decision of whether or not to approve the contract. If the City Council decided they did not like the language in the contract they could deny the contract, they could deny the contract and ask that it be re-bid.

Commissioner Vickers stated he would like to have it put on record the objection he has to the wording of this contract. He noted in particular, page 3 of 20..."Compensation for general services authorized by the City shall be based upon actual hours and expenses incurred by the engineer." Commissioner Vickers stated he thinks that wording is a loophole as it doesn't say anything about actual and necessary expenses and it doesn't mention "as being evidenced by vendor invoices and cancelled checks." Commissioner Vickers stated he thinks it is a poorly, loosely worded contract for the citizens of Scottsdale to be enter into.

In addition, Commissioner Vickers noted on page 4 of 20, "Payment Approval", he does not see any reference to the contractor having to submit actual timesheets or vendor invoices to the contract administrator and he objects to that. Commissioner Vickers then referred to page 7 of 20, Article 3.8, "Attorney Fees," stating he will not vote for this contract because it does not contain an alternative resolution dispute provision, and he considers this a poor practice for the City of Scottsdale.

Vice Chairman Tinnan made a motion to recommend City Council to authorize award of the Airport Engineering Services Contract No. 04RP008 to Gilbertson Associates, Inc. Commissioner Osborne seconded the motion and it passed by a vote of 5-1 with Commissioner Vickers opposed.

Item 10 – Information

Proposed Five-Year Aviation Capital Improvement Program.

Mr. Gary Mascaro advised the Commission the Capital Improvement Program is the first phase of the budget program and staff's goal is to provide the information to the Commission as early as possible. He noted there was little change from last year, with the exception of some minor modifications. Pavement maintenance, resurfacing, parking, traffic circulation, and security lighting and fencing, noise monitoring system, and design projects, and a possible Part 161 Study were some of the items highlighted in the proposed program. Mr. Mascaro then provided detailed information on the capital improvement program items listed in the Commission packet and their associated costs, including those items that would be grant funded. Mr. Mascaro and staff then responded to questions from the Commission, and provided background details and maps for the various proposed CIP projects.

Mr. Mascaro advised the Commission this item would be brought to the Commission on next month's agenda as an action item. There was additional discussion regarding the timeframe the item will be brought forward for action and on revenue, funding, and emergency contingency sources for the projects. Mr. Mascaro then distributed handouts of his presentation and advised the Commission that he would continue to provide the Commission with any changes or updates.

Mr. Gray stated he wished to clarify that the Operating Budget number is derived from Financial Services and the City Manager, and whatever that number is will be brought back as part of the cash flow statement. However, they will not be bringing specific line item details of the Operating Budget to the Commission.

Item 11 – Information

Airpark Development and Construction Quarterly Update.

Mr. Mascaro stated that provided in the Commission packets is a quarterly update on developments projects that are occurring within the Airpark environment. He added that not many items have changed since last quarter.

Item 12 – Information

Scottsdale Fighter Pilots Museum Update – Don Owens,

[Item was moved to earlier in the meeting.]

Item 13 – Information

Security for General Aviation Airports – Commissioner Vickers.

Commissioner Vickers stated he requested this item be put on the agenda as one of the responsibilities that they have as the Airport Commission and staff is to advise City Council on rules, regulations, minimum operating standards and safety matters under the jurisdiction of the Airport. Commissioner Vickers said he is very concerned that as a Commission they are granting permits to applicants who come onto the airport premises and they really don't know who these people are or what their background is. Commissioner Vickers added that as a Commission they should be doing all they can to improve security at Scottsdale Airport. Commissioner Vickers would like the Commission to consider a recommendation to City Council that any commercial applicant who applies for a commercial aviation permit [aeronautical business permit] pays for and submits, along with their application, security clearance on the operator, owner or the employees who are coming on to the airport. Commissioner Vickers stated they should ask the City Council to modify the regulations so future applicants would first go through a background check.

Commissioner Vickers stated he is also concerned about people who are obtaining access permits to/from the Airpark to the Airport. He stated although they may own an aircraft and staff may be comfortable with that, he is not comfortable with it since he does not know who the people are or what their background is.

Commissioner Vickers stated he is proposing that in the future anyone who applies for an aviation permit to keep their plane at the Airport that they have a background check, and anyone who applies for an access permit, and for anyone who applies for an aeronautical business permit.

Commissioner Madanick advised the Commission that background checks were easy to do, it only takes a couple of days, and all they need is a signature from the applicant. He added that Commissioner Vickers makes a good point about finding out more about people we allow on the Airport, and we need to look at this more seriously.

Chairman Maxwell stated the majority of people that come on the airport are transient and not headquartered here, therefore if you don't require the majority of people to have background checks then it would be discriminating. Commissioner Madanick stated they could do background checks for those who want to do business on the Airport -- those who apply for the business permits.

Vice Chairman Tinnan stated he does not have a problem with the procedure except it is not all-inclusive. Commissioner Guilfooy added that without being a Part 139 they don't have to do it. Mr. Gray added they are waiting for the federal government rules for general aviation airports. He stated what comes out of those recommendations are probably things we already do. Mr. Gray added background checks are done for Airport staff, for charter companies, FBO's etc., and his understanding that they will be required to do something for student pilots.

Commissioner Vickers stated if we are spending \$50,000 for improved security, we obviously want to keep someone out. With the same concept, if you are going to put a fence around the airport they should try to close other loopholes that may exist. He added he is not concerned about the pilots, as much as someone using an outsider as a conduit to come in and take a large aircraft. Commissioner Vickers stated can't stop it, but you can deter it, and it is just good prudence and diligence to examine this issue. Commissioner Vickers suggested the Commission could bring this issue to the Security Task Force and let them get back to the Commission. Commissioner Madanick agreed that would be a good idea.

Mr. Gray said he believed the Commission was in consensus to bring Commissioner Vickers' suggestion to the Security Task Force and have them report back to the Commission.

Item 14 – Information

City Council Subcommittee on Regional Aviation Issues Update.

Mr. Gray advised the Commission the October 15th meeting was cancelled and no meeting of the Council subcommittee will take place this month due to scheduling conflicts. The next meeting is scheduled for November 19th. Mr. Gray said the focus of the November meeting would be the Aircraft Operating Monitoring System RFP. Mr. Gray added that the purpose of this item is to bring to the attention of the Commission those items that we have already identified as going to the City Council subcommittee. Mr. Gray added the intent is to provide the Commission the same information they provide for the subcommittee meeting. He added the November 12th Commission meeting packet would include information regarding the November 19th City Council subcommittee agenda items.

PILOT/COMMUNITY OUTREACH UPDATE

Item 15 – Information

August and September 2003 Noise Reports.

Ms. Jennifer Lewis, who replaced Mr. Kevin Shirer as Airport Planner, introduced herself and gave a brief summary of her experience in the field of airport planning, noise abatement, and community outreach. Ms. Lewis then provided a brief summary of the noise reports for August and September and comparisons between previous months complaints. Ms. Lewis advised the Commission of the correspondence sent to pilots and operators in their outreach efforts, and of the notice sent to tenants in support of the FAA Reauthorization Bill. Ms. Lewis also noted they had one real estate briefing and six development proposals reviewed for noise program compliance.

Ms. Lewis also advised the Commission that the City Council approved the grant offers from the FAA and ADOT for the Part 150 Study. Ms. Lewis added that in September they received one proposal for the flight tracking system.

Commissioner Guilfoxy asked about the letter to helicopter operators. Ms. Lewis responded they had several noise complaints on a helicopter operator. The pilot was identified Ms. Lewis spoke with him and also sent him a letter. Ms. Lewis stated her letters were sent as information and pilot guides were included with their letters.

Item 16 – Information

Aircraft Operating Monitoring System Update.

Mr. Mascaro advised the Commission he received one proposal from Rannoch Corporation for the flight tracking system, which is now being reviewed by the evaluation team. However, the proposal was very large and it will take some time to go through the details and work with Information Systems to determine if everything is compatible. Mr. Mascaro stated they asked for the proposal to state a base bid of what we requested for a standard flight tracking system, in addition to complaint entry and link to our complaint system. In addition to equipment and training, the rough estimate negotiable price would be \$285,000. Mr. Mascaro stated the cost proposal is very loose at this time, since there were different levels of price depending on the options selected.

Mr. Mascaro stated when the evaluation is finished and they are in agreement as to what they are looking and what funding mechanisms to use, their goal is to present it to the City Council subcommittee, preferably at their November 19th meeting, to get direction from them as to where they want staff to go from there.

Chairman Maxwell asked if it would come to the Commission for their recommendation. Mr. Gray responded that it was an item that was requested directly from City Council. He added although it is not necessary, they will probably do so to let the Commission know what the subcommittee intent is after the November 19th meeting. If they get direction to bring it as an action item to the City Council, then the information will be brought to the Commission before it goes to City Council

Vice Chairman Tinnan stated he believes the Commission and the Commission subcommittee asked for staff to pursue the flight tracking system, and he thinks it would be very inappropriate for the three members of the Council subcommittee to consider moving forward on this issue without a recommendation from the Commission. Vice Chairman Tinnan recommended that the same presentation that will be given to the Council subcommittee on November 19th, should be presented in its entirety to the Commission or the Commission subcommittee a week prior to the Council subcommittee meeting, and they should be ready to make a recommendation.

Chairman Maxwell agreed that the Commission should get a copy of any package that goes before the Council subcommittee. Tom Guilfoxy added that the issue is for them to be on record as a body. Chairman Maxwell stated he also believed it would come before the AAC for a recommendation. Tom Guilfoxy stated they have the position to advise the City Council and they are not being asked to do so.

Mr. Gray advised that the Council subcommittee is not the City Council and it will not be making any decisions at their November 19th meeting. It would have to go to Council at a later date, most likely Dec/Jan timeframe. Chairman Maxwell asked if the information would be included in the November 12 Commission packet and Mr. Gray responded that it would. Vice Chairman Tinnan said the Council subcommittee would be spending more time on the issue and making a recommendation, and the Commission will only be spending 10 minutes on the subject. He believes the Council subcommittee should not make a recommendation to City Council without input from the Commission.

Commissioner Vickers stated one part of Vice Chairman Tinnan's recommendation that he absolutely does not agree with is bringing the item to the so-called Commission subcommittee, which Vice Chairman Tinnan recommended be disbanded. Commissioner Vickers stated he specifically asked Chairman

Maxwell to give the Commission a position as to whether or not they still had a Commission subcommittee and was told he would do so after attending the next Council subcommittee meeting which in fact he did not attend. Commissioner Vickers stated he is in favor of bringing this item to the Commission taken as a whole so the position of each of the Commissioners can go on record. However he feels to take it to a select group that either does or does not exist is ludicrous.

Vice Chairman Tinnan said he is making the point he made in an earlier recommendation a couple months ago that they as a Commission either in part or in total have no input to the Council subcommittee and this is simply an extension of the same issue. He said he doesn't care if it is the whole Commission, or part of the Commission, the Council subcommittee should not consider further action or cessation of action without a recommendation from this body.

Commissioner Vickers stated if the City Council invites the Commission to submit their recommendation, then they should act accordingly, but if the Council subcommittee does not invite that commentary then they should refrain from putting it forth.

Chairman Maxwell offered he would personally call the Council subcommittee members and tell them what the Commission has discussed tonight and see if they would allow the Commission to make a recommendation.

Commissioner Guilfooy inquired how many RFP packages went out. Mr. Mascaro responded that eight were mailed, and the package was also available on the website. There was no pre-bid conference, only one responded, and there were telephone conversations with two other companies.

OPERATIONS UPDATE

Item 17 – Information

Review of Airport Operations for August 2003.

Mr. Chris Read provided the Commission an overview of Airport operations for the month of August and asked if there were any questions.

Commissioner Madanick inquired about the incident on August 29th. And if that was considered an Alert or an incident. Mr. Read responded it was an incident because the person in the aircraft could not get the engine started and while he was on the brand new taxiway overlay, and the method he used to turn and go back for mechanical assistance damaged a bit of pavement.

Item 18 – Information

Review of Airport Operations for September 2003

Mr. Chris Read advised the Commission on one incident in September where an individual drove through an airport gate and then sped down the Alpha taxiway. He added it was determined later that the individual was under the influence of illegal substances, and was subsequently arrested by Scottsdale Police.

MEETING SCHEDULE

Item 19 – Action

Review/Modify Meeting Schedule

Chairman Maxwell inquired if there were any comments to modify the current meeting schedule. There were none. Mr. Gray advised the Commission that next month's meeting packet would contain the meeting schedule for 2004.

PUBLIC COMMENT

There were no public comments.

DIRECTOR'S REPORT

Mr. Scott Gray advised the Commission that the director of the Aeronautics Division for ADOT, Mr. Gary Adams, has submitted his resignation. He had been with ADOT Aeronautics for over 20-years, 13 as the director. Mr. Gray stated this would be a significant loss for ADOT, as well as for Scottsdale, as he worked very well with us and all the other airports in the state. Mr. Gray added there might be a political appointment to fill his position, or perhaps a search for a replacement. He advised that the president of the Arizona Airports Association has submitted a letter to ADOT requesting if there is anyway they can be of assistance in ensuring an aviation-related person is associated with that position, they would be glad to help.

Mr. Gray advised the Commission that the City Council has accepted the grants for the Part 150 Study and that process has started. He added they have been working with their consultants to get the initiation brochure completed and to have it sent out prior to the first meeting at the end of this month. Mr. Gray informed the Commission of the process and the role of the consultants in completing this study, including their background and experience in this area.

ITEMS FROM THE COMMISSION

Commissioner Guilfoxy stated he attended the Council subcommittee meeting and he wished to be on record that he is personally supportive of the military flying in and out of Scottsdale Airport.

Chairman Maxwell stated he has been asked to serve on the Technical Advisory Team for the Part 150 Study and to be a conduit to the Commission to get their input.

Mr. Gray stated an item had just brought to his attention by Mr. Brian Ready and he asked Mr. Ready to relay the information to the Commission. Mr. Brian Ready from the Arizona Business Aviation Association informed the Commission of the National Business Aviation Association (NBAA) event that will take place November 13th at Scottsdale Airport at the Scottsdale Air Center. He added there would be many displays and keynote speakers and he wanted to make sure the Commission is aware of the event. Mr. Ready added that information about the NBAA and this event is also available on the NBAA website.

ADJOURNMENT

Chairman Maxwell adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Diana M. Maggiola
Administrative Secretary

**COMMISSION ACTION REPORT****TO: Airport Advisory Commission****FROM: Airport Staff****SUBJECT/PROJECT NAME:** Ratification of Airpark Aeronautical Business Permit for James Warren.**Agenda Item No.:** ____**Meeting Date:** 11/19/03**Staff Contact:** Matt Johnson**Phone:** (480) 312-8475**ACTION**

Ratification of Airpark Aeronautical Business Permit for James Warren to provide hangar/shade leasing services at the Scottsdale Airpark. *This item was tabled from the combined August/September meeting on August 27th and the regular meeting of October 8th as a representative was not present.*

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Airpark Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. James Warren has requested an Airpark Aeronautical Business Permit to conduct hangar/shade leasing services in the Scottsdale Airpark.

APPLICANT

James Warren, Owner
2660 SW Crestdale
Portland, OR 97225
(650) 529-9591

KEY CONSIDERATIONS

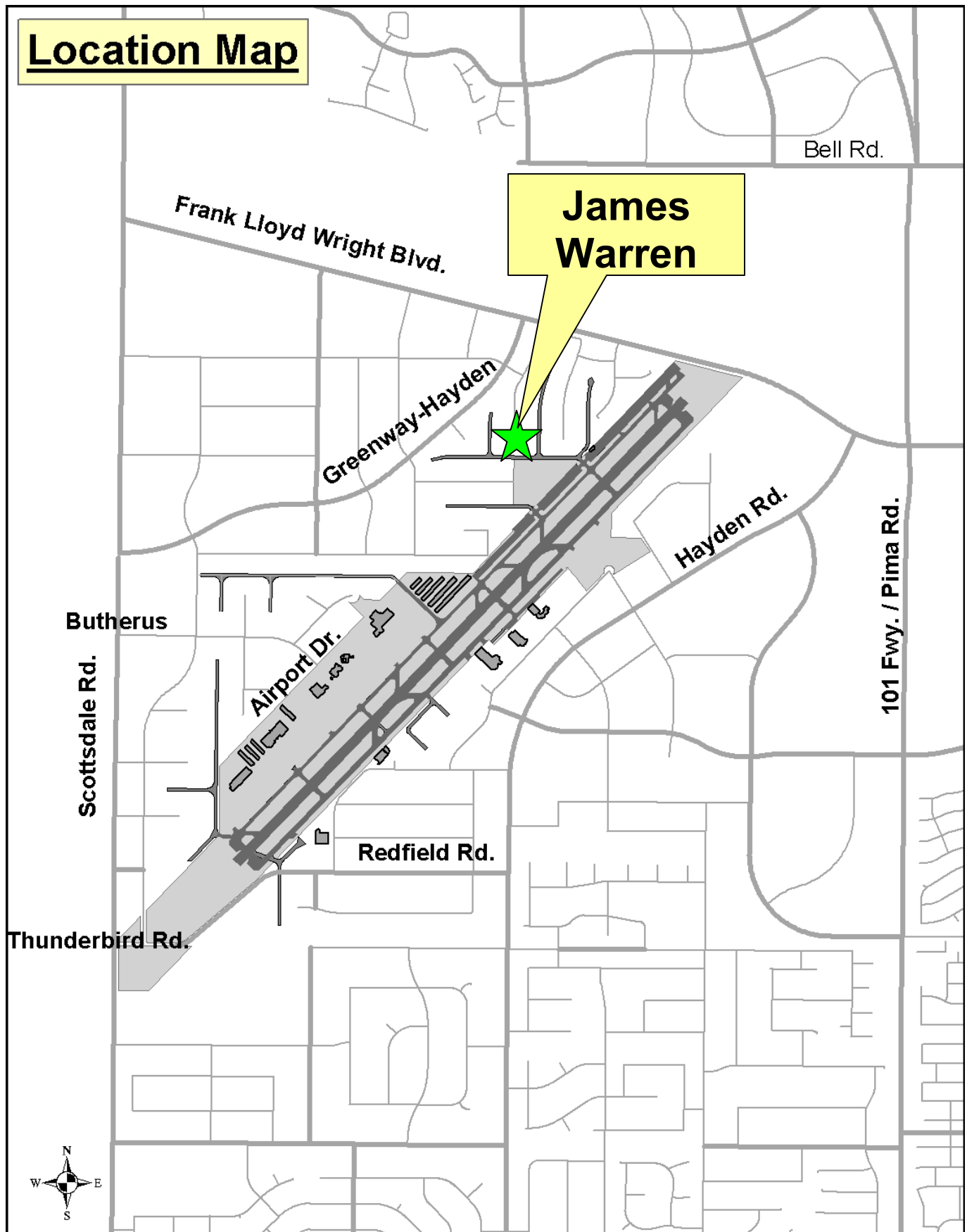
- James Warren has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.
- This is an existing hangar facility.
- The 5 % fee is anticipated to generate an additional \$900.00 in annual revenue to the Airport Enterprise Fund.

Scott T. Gray, C.M. C.A.E.
Aviation Director

Attachment: (1) Completed Airpark Aeronautical Business Permit

Action
Taken

Location Map





SCOTTSDALE AIRPARK AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity in the airport)

Business or activity to be conducted (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> Helicopter Leasing or Rental Services |
| <input type="checkbox"/> Aircraft Charter Services | <input type="checkbox"/> Helicopter Flight Training Services |
| <input type="checkbox"/> Aircraft Management Services | <input type="checkbox"/> Helicopter Maintenance & Repair Services |
| <input checked="" type="checkbox"/> Hangar/Shade Leasing Services | |

These activities are limited by City ordinance and the Airpark Minimum Operating Standards. Please refer to each document for further information and standards for each type of business.

Applicant: James Warren

Authorized Representative: James Warren

Title: Owner

Business Address: 3660 SW Crestdale

City, State, Zip: Portland, OR 97228

Billing Address: 303 Whiskey Hill Rd

City, State, Zip: Woodside, CA 94062

Phone: (work): 650-529-9591 (fax): 650-529-9592 (emergency): _____

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities in the airport, and in consideration of this request being granted agrees to the following:

- ➔ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fees including late fees, interest and penalties without deduction of any kind.
- ➔ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above subject to the attached stipulations.
- ➔ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ➔ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ➔ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

James D. Warren
Authorized Representative's Signature

6/25/07
Date signed

Return Original To: 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260

***** Airport Administration Use Only *****

Indicate documents provided to applicant

- | | |
|--|---|
| <input checked="" type="checkbox"/> City Code - Chapter Five | <input checked="" type="checkbox"/> Airpark Minimum Operating Standards |
| <input checked="" type="checkbox"/> Airpark Rule and Regulations | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input type="checkbox"/> Airport Rules and Regulations | <input type="checkbox"/> Receipt for Payment of Fees |
| <input type="checkbox"/> Airport Minimum Operating Standards | |

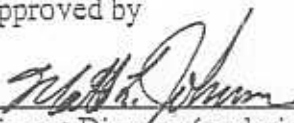
Attach copies of applicable documents

- | | |
|--|---|
| <input type="checkbox"/> Lease agreement | <input type="checkbox"/> FAA Certificates |
| <input checked="" type="checkbox"/> Sublease agreement | <input type="checkbox"/> Certificates of Insurance |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

16 stipulations

Approved by


Airport Director (or designee)

6/30/03
Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

**COMMISSION ACTION REPORT****TO: Airport Advisory Commission****FROM: Airport Staff****SUBJECT/PROJECT NAME:** Ratification of Airport
Aeronautical Business Permit for Smith Aircraft
Services, Inc.**Agenda Item No.:** ____**Meeting Date:** 11/19/03**Staff Contact:** Matt Johnson**Phone:** (480) 312-8475**ACTION**

Ratification of Airport Aeronautical Business Permit for Smith Aircraft Services, Inc. to provide mobile aircraft maintenance and repair services at Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted on the airport requires a valid Airport Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outlines the process for obtaining such a permit. Smith Aircraft Services, Inc. has requested an Airport Aeronautical Business Permit to conduct mobile aircraft maintenance and repair services at Scottsdale Airport.

APPLICANT(S)

Mr. William R. Smith, Owner
Smith Aircraft Services, Inc.
3701 W. Lupine Ave
Phoenix, AZ 85029
(602) 885-6020

KEY CONSIDERATIONS

- Smith Aircraft Services, Inc. has provided the appropriate documentation as required in the Airport Minimum Operating Standards.
- Insurance requirements have been met, naming City of Scottsdale as additional insured.
- This action is not anticipated to result in additional tiedown area demand.
- The associated permit fees are anticipated to generate approximately \$1,200.00 in annual revenue to the Aviation Enterprise Fund.

Scott T. Gray, C.M., C.A.E.
Aviation Director

Attachments: (1) Completed Airport Aeronautical Business Permit Form

Action
Taken



SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity on the airport)

FILE
HOPA 2003-094

Business or activity to be conducted (Check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Aircraft Charter Services | <input type="checkbox"/> Aircraft Washing Service |
| <input type="checkbox"/> Aircraft Leasing or Rental Services | <input type="checkbox"/> Hangar/Shade Leasing Services |
| <input type="checkbox"/> Aircraft Maintenance and Repair Services | <input type="checkbox"/> Flight Training Services |
| <input type="checkbox"/> Aircraft Management | <input type="checkbox"/> Fixed Base Operator |
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> On-Airport Rental Car Concession |
| <input checked="" type="checkbox"/> Aircraft Mobile Maintenance and Repair Services | <input type="checkbox"/> Off-Airport Rental Car Concession |
| <input type="checkbox"/> Specialized Aircraft Repair Services (list service) _____ | |
| <input type="checkbox"/> Specialized Commercial Flying Services (list services) _____ | |
| <input type="checkbox"/> Other _____ | |

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant: SMITH AIRCRAFT SERVICES INC.
 Authorized Representative: William R Smith Title: President
 Business Address: 3701 W. Lupine Ave.
 City, State, Zip: Phoenix AZ. 85029
 Billing Address: Same as Above.
 City, State, Zip: _____
 Phone: (work) 602 885-6020 (fax): — (emergency): Corrune Smith 602 542-9302

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities on the airport and/or in the airpark, and in consideration of this request being granted agrees to the following:

- ➔ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fee including late fees, interest and penalties without deduction of any kind.
- ➔ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above.
- ➔ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ➔ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ➔ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

William R Smith
Authorized Representative's Signature

09-08-03
Date signed

***** Airport Administration Use Only *****

Indicate documents provided to applicant

- | | |
|---|--|
| <input checked="" type="checkbox"/> City Code - Chapter Five | <input type="checkbox"/> Airpark Minimum Operating Standards |
| <input checked="" type="checkbox"/> Airpark Rule and Regulations | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input checked="" type="checkbox"/> Airport Rules and Regulations | <input type="checkbox"/> Receipt for Payment of Fees |
| <input checked="" type="checkbox"/> Airport Minimum Operating Standards | |

Attach copies of applicable documents

- | | |
|---|---|
| <input type="checkbox"/> Lease/License agreement | <input checked="" type="checkbox"/> FAA Certificates |
| <input type="checkbox"/> Sublease agreement | <input checked="" type="checkbox"/> Certificates of Insurance |
| <input checked="" type="checkbox"/> Airport Driver/Vehicle Permit | <input type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

No stipulations

Approved by

Matthew Johnson
Airport Director (or designee)

9/30/03
Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

**COMMISSION ACTION REPORT****TO: Airport Advisory Commission****FROM: Airport Staff****SUBJECT/PROJECT NAME:** Ratification of Airpark Aeronautical Business Permit for Pragmatic Aviation, L.L.C.**Agenda Item No.:** ____**Meeting Date:** 11/19/03**Staff Contact:** Matt Johnson**Phone:** (480) 312-8475**ACTION**

Ratification of Airpark Aeronautical Business Permit for Pragmatic Aviation to provide hangar/shade leasing services at the Scottsdale Airpark.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Airpark Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. Pragmatic Aviation has requested an Airpark Aeronautical Business Permit to conduct hangar/shade leasing services in the Scottsdale Airpark.

APPLICANT

Craig Stull, Manager
Pragmatic Aviation, LLC
16035 N. 80th Street, Suite F
Scottsdale, AZ 85260
(480) 515-1411

KEY CONSIDERATIONS

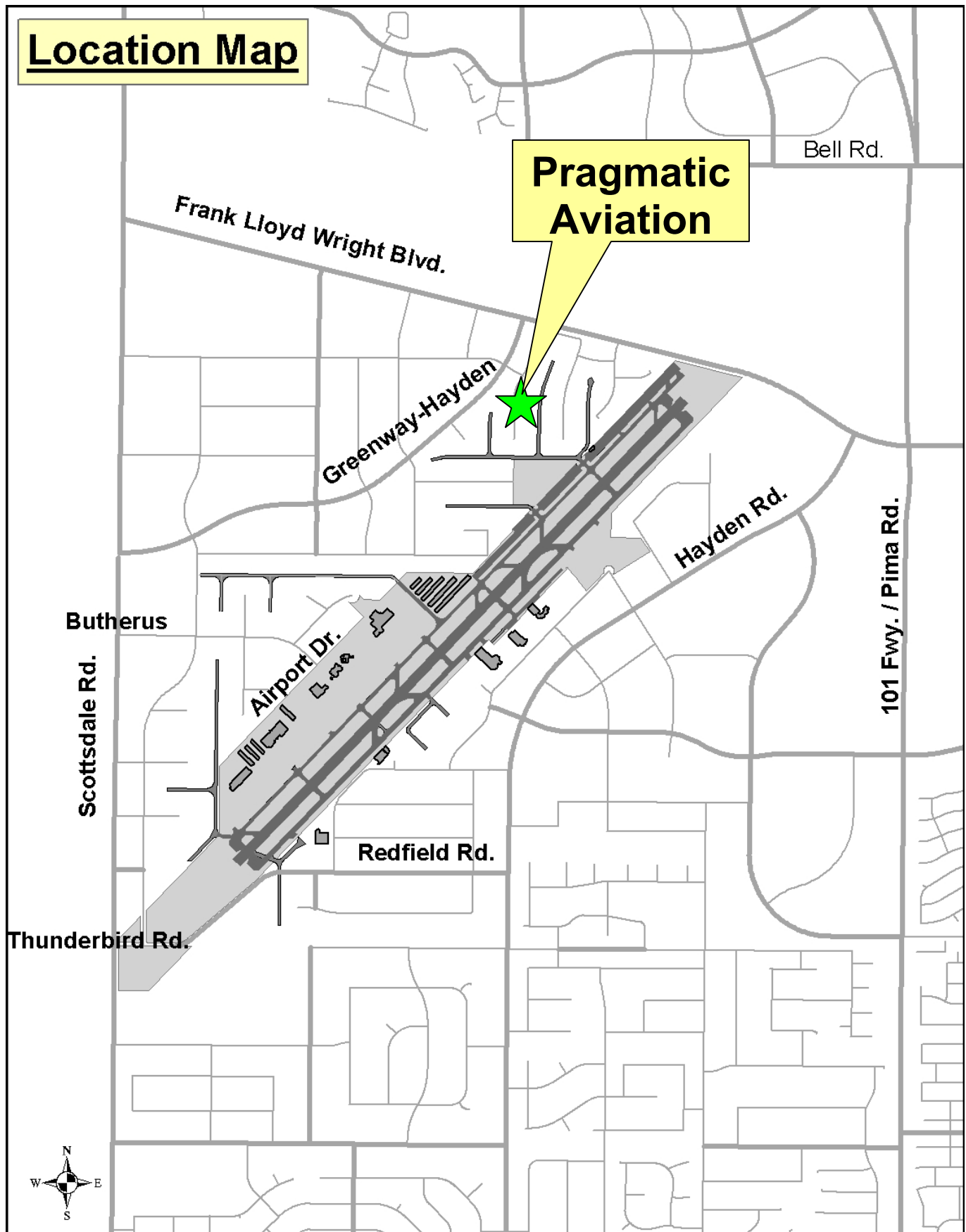
- Pragmatic Aviation has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.
- This is a existing hangar facility.
- The 5 % fee is anticipated to generate an additional \$1620.00 in annual revenue to the Airport Enterprise Fund.

Scott T. Gray, C.M. C.A.E.
Aviation Director

Attachment: (1) Completed Airpark Aeronautical Business Permit

Action
Taken

Location Map





SCOTTSDALE AIRPARK AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity in the airpark)

Business or activity to be conducted (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> Helicopter Leasing or Rental Services |
| <input type="checkbox"/> Aircraft Charter Services | <input type="checkbox"/> Helicopter Flight Training Services |
| <input type="checkbox"/> Aircraft Management Services | <input type="checkbox"/> Helicopter Maintenance & Repair Services |
| <input checked="" type="checkbox"/> Hangar/Shade Leasing Services | <input type="checkbox"/> Other _____ |

These activities are limited by City ordinance and the Airpark Minimum Operating Standards. Please refer to each document for further information and standards for each type of business.

Applicant: Pragmatic Aviation, LLC

Authorized Representative: Craig Stull Title: MANAGER

Business Address: 16035 N 80th Street Suite F

City, State, Zip: Scottsdale AZ 85260

Billing Address: Same

City, State, Zip: _____

Phone: (work): 480-515-1411 (fax): 480-563-8959 (emergency): 602-369-6337
480-515-5595

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities in the airpark, and in consideration of this request being granted agrees to the following:

- ➔ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fees including late fees, interest and penalties without deduction of any kind.
- ➔ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above subject to the attached stipulations.
- ➔ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ➔ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ➔ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Authorized Representative's Signature

Date signed

Return Original To: 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260

***** Airport Administration Use Only *****

Indicate documents provided to applicant

- | | |
|--|---|
| <input checked="" type="checkbox"/> City Code - Chapter Five | <input checked="" type="checkbox"/> Airpark Minimum Operating Standards |
| <input checked="" type="checkbox"/> Airpark Rule and Regulations | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input type="checkbox"/> Airport Rules and Regulations | <input type="checkbox"/> Receipt for Payment of Fees |
| <input type="checkbox"/> Airport Minimum Operating Standards | |

Attach copies of applicable documents

- | | |
|--|--|
| <input type="checkbox"/> Lease agreement | <input type="checkbox"/> FAA Certificates |
| <input checked="" type="checkbox"/> Sublease agreement | <input type="checkbox"/> Certificates of Insurance |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input checked="" type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

No stipulations

Approved by

Matthew Johnson
Airport Director (or designee)

11/11/03
Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

**COMMISSION INFORMATION REPORT****TO: Airport Advisory Commission****FROM: Airport Staff****SUBJECT/PROJECT NAME:** Airport / Airpark
Aeronautical Business Permit Additions, Cancellations,
and Revocations.**Agenda Item No.:** ____**Meeting Date:** 11/19/03**Staff Contact:** Matt Johnson**Phone:** (480) 312-8475**INFORMATIONAL**

Review of Airport and Airpark Aeronautical Business Permit Additions, Cancellations, and Revocations.

PURPOSE

Per the request of the Airport Advisory Commission, a report will be provided on a monthly basis indicating additions, cancellations, and revocations of Airport and Airpark Aeronautical Business Permits.

KEY CONSIDERATIONS

- Attached is a current monthly tenant list of permittees.
- List will provide what type of aeronautical activity the business is conducting at the Airport/Airpark and contact information.
- Any additions, cancellations, and revocations will be highlighted on the tenant list.
 - Green indicates a new permittee
 - Yellow indicates a cancellation
 - Red indicates a revocation

Scott T. Gray, C.M., C.A.E.
Aviation Director

Attachment: (1) List of Current Airport/Airpark and Mobile Permittees

**Airport / Airpark and Mobile Permittees
October/November 2003**

BUSINESS NAME	ACTIVITY	LOCATED	PHONE	FAX
ACCELERATED FLIGHT TRNG CTR	FLIGHT TRAINING	CJAC	480-483-9242	480-483-9241
AEROCARE	AIRCRAFT WASHING	MOBILE	480-513-4350	480-513-1012
AERO JET SERVICES	AIRCRAFT CHARTER/MGMT.	AIRPARK	480-922-7441	480-922-8297
AIR AMBULANCE / BC FLT MGMT.	AIR AMBULANCE	ACC	480-348-0003	480-348-0245
AIR COMMERCE CENTER	OFFICE/HANGAR RENTAL	ACC	480-483-1985	480-483-1726
AIRPARK PARTNERS LLC	HANGAR/SHADE LEASING	AIRPARK	480-585-7234	480-443-1726
AIR SERVICES INTERNATIONAL	HELICOPTER MTC. AND REPAIR	AIRPARK	480-948-2150	480-443-4987
AJ'S FINE FOODS	IN-FLIGHT CATERING	MOBILE	480-563-5070	490-949-2835
ALAMO/NATIONAL CAR RENTAL	CAR RENTALS	TERM	480-948-4884	480-948-7444
ARINC	AIRCRAFT MTC. AND REPAIR	SAC	719-550-8880	719-550-8883
ARIZONA FLIGHT WORKS	A/C LEASING/FLIGHT TRAINING	ACC	480-948-8017	480-948-9466
ATS TOTAL AIRCRAFT SERVICE	AIRCRAFT WASHING	MOBILE	602-672-8229	602-956-4545
AVIATION DREAM WORKS INC	A/C SALES & MANAGEMENT	AIRPARK	480-998-4571	480-998-4572
AVIATION SALES INTERNATIONAL	AIRCRAFT SALES	AIRPARK	480-502-3004	480-502-9356
AVIS RENT A CAR SYSTEMS INC.	CAR RENTALS	AIRPARK	480-948-4993	602-273-3215
B & R INVESTMENTS	HANGAR/SHADE LEASING	ACC	480-483-1985	480-483-1726
BALSON INVESTMENTS	HANGAR/SHADE LEASING	AIRPARK	480-922-9945	480-922-0839
BARRON THOMAS	AIRCRAFT SALES	CJAC	480-951-6207	480-951-6229
BASHA'S INC./AJ'S FINE FOODS	IN FLIGHT CATERING	MOBILE	480-990-2484	480-949-2835
BATES FAMILY TRUST	HANGAR/SHADE LEASING	AIRPARK	480-443-8287	480-443-8385
BBQ SMOKEHOUSE	IN-FLIGHT CATERING	MOBILE	480-991-2110	480-753-5557
BCO, LLC	HANGAR/SHADE LEASING	AIRPARK	480-922-0490	480-922-0839
BERNSTEIN, LEWIS, L.L.C.	FLIGHT TRAINING	ABC	602-617-3556	N/A
BIG SKY, LLC	HANGAR/SHADE LEASING	AIRPARK	480-609-4300	480-609-4344
BLUE FIG, THE	RESTAURANT	TERM	480-948-8585	480-905-3664
BONESTEEL, JUNE	FLIGHT TRAINING	CJAC	480-951-6249	480-569-1296
BRAINWASH LLC	HANGAR/SHADE LEASING	AIRPARK	480-609-1109	480-609-1159
BRO, KENT & BETSY	HANGAR/SHADE LEASING	AIRPARK	480-948-8955	480-948-8645
BUDGET RENT A CAR	CAR RENTALS	AIRPARK	602-683-9244	602-267-9504
BUSINESS AIRCRAFT MGMT	A/C SALES, MGMT, CHARTER	AIRPORT	480-905-8659	480-905-9365
CANYON COUNTRY AVIATION	AIRCRAFT SALES & MGMT.	AIRPARK	480-948-2052	480-948-2062
CHALPIN FAMILY ENTERPRISES	HANGAR/SHADE LEASING	AIRPARK	480-951-9000	480-951-0991
COCKPIT RESOURCE MGMT.	FLIGHT TRAINING	ACC	480-948-8017	480-948-9466
CORPORATE JETS	FIXED BASE OPERATOR (FBO)	CJ	480-948-2400	480-948-3874
CORPORATE JETS AVIATION	OFFICE/HANGAR RENTAL	CJAC	480-948-2400	480-948-3874
CREATIVE AIR, L.L.C.	HANGAR/SHADE LEASING	AIRPARK	480-483-1985	480-483-1726
DALLAS AIRMOTIVE	A/C TURBINE ENGINE REPAIR	AIRPARK	480-905-8788	480-905-8786
DAVIS CUSTOM DETAILING	AIRCRAFT WASHING	MOBILE	602-569-0272	NONE
DESERT PEAK AVIATION	A/C LEASING MOBILE MTC.	MOBILE	602-954-9264	602-954-9264
DUNCAN AVIONICS	AVIONICS REPAIR	SFBO	480-922-3575	480-951-9234
E&J AVIATION	AIRCRAFT MAINTENANCE	MOBILE	602-270-5250	602-840-5598
EAGLE PRODUCE LTD.	HANGAR/SHADE LEASING	AIRPARK	480-998-1444	480-951-1392
ELSE EMOFF LIVING TRUST	HANGAR/SHADE LEASING	AIRPARK	480-991-7272	480-483-7674
ENTERPRISE RENT-A-CAR	CAR RENTAL	AIRPARK	480-315-8051	480-315-1938
EXECUTIVE AIRCRAFT MTC.	A/C MAINTENANCE	SFBO	480-991-0900	480-991-3067
EXECUTIVE FLIGHT SERVICES	A/C SALES	ACC	480-922-8681	480-951-4868
EXTREME HOLDINGS, INC.	A/C MANAGEMENT	AIRPARK	480-922-8681	480-951-4868
FAA CONTROL TOWER	CONTROL TOWER	TOWER	602-640-2600	N/A
FLIGHTWORKS MAINTENANCE	A/C MAINTENANCE & REPAIR	ACC	480-348-0223	480-348-0226
FOUNDERS CORPORATE CTR.	HANGAR/SHADE LEASING	AIRPARK	480-922-0460	480-483-8409
GEMINI AIR GROUP	AIRCRAFT MANAGEMENT SVCS	AIRPARK	480-991-5387	480-991-3373

GRAND CANYON AIRLINES	SCENIC CHARTER TOURS	TERM	480-443-1927	480-443-1947
GRAYSTAR CORPRATION	HANGAR/SHADE LEASING	AIRPARK	480-483-1985	480-483-1726
GREENWAY HANGARS/SHADES	HANGAR/SHADE RENTAL	AIRPORT	480-990-1156	480-990-1156
HERTZ RENT-A-CAR	CAR RENTALS	TERM	480-609-6657	480-609-4318
JASON'S DELI	IN FLIGHT CATERING	MOBILE	480-443-3811	480-443-9718
JET PROS, L.L.C.	CHARTER/BROKERAGE	MOBILE	480-444-2452	480-575-9920
JETS ONLY	AIRCRAFT MANAGEMENT SVCS	AIRPARK	602-549-4549	480-659-6051
JMC AVIATION	AIRCRAFT SALES	AIRPARK	480-315-0829	480-315-0863
JOC, INC.	HANGAR/SHADE LEASING	AIRPARK	574-232-8213	574-232-8223
L & B MANAGEMENT	HANGAR/SHADE LEASING SVCS	AIRPARK	480-483-1985	480-483-1726
LAUCHNER, J.B.	AIRCRAFT SALES	AIRPARK	480-348-0715	480-348-0713
MOBILE INN ASSOCIATES, LP.	HANGAR/SHADE LEASING	AIRPARK	480-483-1985	480-483-1726
NELSON, ROBERT	HANGAR/SHADE LEASING	AIRPARK	480-991-1085	480-991-2393
PACIFIC MARINE MANAGEMENT	HANGAR/SHADE LEASING	AIRPARK	360-653-4266	360-659-4216
PACIFIC REALTY HOLDINGS LTD.	HANGAR/SHADE LEASING	AIRPARK	480-951-1212	480-951-3027
PAMPERED PALATE, THE	CATERING	MOBILE	480-949-9004	480-949-9004
PAR DEVELOPMENT, LLC	HANGAR/SHADE LEASING	AIRPARK	480-483-1985	480-483-1726
PAULSEN HANGAR, LLC	HANGAR/SHADE LEASING SVCS	AIRPARK	480-991-5336	480-991-5537
PINNACLE AIR GROUP	AIRCRAFT MGMT & CHARTER	ACC	480-998-8989	480-998-7993
PINNACLE AVIATION	AIRCRAFT SALES	ACC	480-998-8989	480-998-7993
PLO PROPERTIES, LLC	HANGAR/SHADE LEASING	AIRPARK	480-948-3789	480-948-3610
PLUS 5 SPORT AERO	FLIGHT TRAINING	SFBO	602-971-3991	NONE
QUANTUM HELICOPTERS	HELICOPTER TRAINING	AIRPARK	480-814-8118	480-814-8737
REMINGTON'S CATERING	CATERING	MOBILE	480-951-5149	480-951-5152
RUSSELL, ROBERT R. (RUSSCOR)	HANGAR/SHADE LEASING	AIRPARK	480-951-0055	480-951-2211
SABENA AIRLINE TRAINING	FLIGHT TRAINING	ACC	480-948-4515	480-443-8861
SALSMAN, CARL	AIRCRAFT SALES	CJAC	480-951-6270	480-951-6272
SAWYER AVIATION TRAINING	A/C RENTAL & FLIGHT TRAINING	SFBO	480-922-5221	480-922-5341
SAWYER CHARTER SERVICE	SALES & CHARTER	TERM	480-922-2723	480-922-5653
SCOTTSDALE AEROSUPPLY	PILOT SHOP	ABC	480-948-8994	480-951-7594
SCOTTSDALE AIRCENTER	FIXED BASE OPERATOR (FBO)	SAC	480-951-2525	480-951-2595
SCOTTSDALE AIRPARK FUND II	HANGAR/SHADE LEASING	AIRPARK	480-609-3936	480-596-1951
SCOTTSDALE FBO	FIXED BASE OPERATOR (FBO)	SFBO	480-443-7205	480-948-3874
SCOTTSDALE FLYERS	AIRCRAFT CHARTER MGMT.	ACC	480-922-8681	480-951-4868
SCOTTSDALE HANGAR ONE	HANGAR/SHADE LEASING	AIRPARK	480-797-1522	480-659-6051
SCOTTSDALE HELICOPTERS INC	FLIGHT TRAINING	AIRPARK	480-951-6282	480-951-6287
SIMCON TRAINING CENTER	SPECIALIZED FLIGHT TRAINING	AIRPARK	480-905-3040	480-951-2709
SKY PEAK LLC	HANGAR/SHADE LEASING	AIRPARK	480-483-8107	480-483-8172
SOMETHING SPECIAL CATERING	CATERING	MOBILE	480-595-8512	480-575-9218
SONORAN CHARTERS LLC	AIRCRAFT CHARTER	AIRPARK	480-443-7242	480-443-7227
SOUTHWEST FLIGHT CENTER	TRAINING/RENTALS, MAINT/REP	ABC/APK	480-991-2880	480-991-2968
SOUTHWEST JET AVIATION	A/C SALES, CHARTER, MGMT.	AIRPARK	480-991-7076	480-991-8511
SOUTHWEST JET CORP. CENTER	HANGAR/SHADE LEASING	AIRPARK	480-991-7076	480-991-8511
SWIFT AVIATION SERVICES	MTC/REPAIR, AVIONICS	MOBILE	602-273-3770	602-244-2076
TELESPECTRA, LLC	HANGAR/SHADE LEASING	AIRPARK	602-274-5718	602-882-8192
THUNDERBIRD PROPERTIES	HANGAR/SHADE LEASING	AIRPARK	480-998-7476	480-998-9390
TURBO NATIONAL	AIRCRAFT SALES	SAC	480-948-1993	480-991-2363
UNIVERSAL HELICOPTERS INC.	TRAINING, LEASING/PHOTO	CJAC	480-951-6283	480-951-6285
US AVIONICS	AVIONIC SALES/REPAIR	AIRPARK	480-948-2620	480-948-0334
US CUSTOMS	FEDERAL CUSTOMS OFFICE	ABC	480-312-8483	480-312-8485
VERMILLION CATERING	CATERING	MOBILE	602-571-7359	480-314-4699
VERIDIAN AVIATION	AIRCRAFT MANAGEMENT	ABC	480-922-1333	480-922-1326
WALLACE HOLDINGS, LLC	HANGAR/SHADE LEASING	AIRPARK	480-998-8861	480-998-0388

WEST COAST WASH STATION	AIRCRAFT WASHING	MOBILE	480-951-6282	NONE
WESTCOR AVIATION	CHARTER/HELO MAINTENANCE/ HANGAR/SHADE LEASING	AIRPARK	480-991-6558	480-991-7827
WINDMILL INNS OF AMERICA	HANGAR/SHADE LEASING	AIRPARK	480-443-0909	480-443-7635
15230 N. 75 TH STREET	HANGAR/SHADE LEASING	AIRPARK	602-955-3500	602-955-2828

ABC = Aviation Business Center, 15041 N. Airport Drive, Scottsdale, AZ 85260
 ACC = Air Commerce Center, 14605 N. Airport Drive, Scottsdale, AZ 85260
 AIRPARK = Various approved Airpark business locations
 CJ = Corporate Jets, Inc., 14600 N. Airport Drive, Scottsdale, AZ 85260
 CJAC = Corporate Jets Aviation Center, 14700 N. Airport Drive, Scottsdale, AZ 85260
 SAC = Scottsdale Air Center, 15290 N. 78th Way, Scottsdale, AZ 85260
 SFBO = Scottsdale FBO, 15115 N. Airport Drive, Scottsdale, AZ 85260
 TERM = Scottsdale Airport Terminal, 15000 N. Airport Drive, Scottsdale, AZ 85260
 TOWER = FAA Air Traffic Control Tower, 14960 N. 78th Way, Scottsdale, AZ 85260

**COMMISSION ACTION REPORT****TO: Airport Advisory Commission****FROM: Airport Staff****SUBJECT/PROJECT NAME:** Recommend to the City Council to ADOPT Resolution No. 6398 and AUTHORIZE agreement No. 2003-174-COS Lease Agreement for Grand Canyon Airlines, Inc.**Agenda Item No.:** ____**Meeting Date:** 11/19/03**Staff Contact:** Gary Mascaro, C.M.**Phone:** (480) 312-7612**ACTION**

Airport Advisory Commission considers recommending that the City Council:

ADOPT Resolution No. 6398 and AUTHORIZE Lease Agreement #2003-174-COS for Grand Canyon Airlines, Inc. (GCA).

PURPOSE

The approval of this lease agreement will allow GCA to continue to occupy office and counter space (Suite 105) in the Airport Terminal Building. They currently occupy Suite 105 via a one (1) year revocable license agreement.

KEY CONSIDERATIONS

- GCA has an Aeronautical Business Permit and provides on-demand scenic charter services.
- GCA has been a tenant with the City for approximately one (1) year.
- GCA has been an established 1927 providing scenic on-demand tours of the Grand Canyon.
- The new base rent is anticipated to generate \$6,497.64 in annual revenue to the Airport Enterprise Fund and are estimated to generate \$1,800 in annual revenue from their permit fees.

Scott T. Gray, C.M. C.A.E.
Aviation Director

Attachment: (1) Lease Agreement No. 2003-174-COS
(2) Resolution No. 6398

Action
Taken

LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Agreement") is made and entered into this ____ day _____, 2003, by and between the City of Scottsdale, an Arizona municipal corporation, and Grand Canyon Airlines, an Arizona corporation.

WITNESSETH

A. Lessor is the owner of certain real property (the "Premises") located within the existing Terminal Building (the "Terminal Building") at Scottsdale Airport. The Terminal Building is located at 15000 N. Airport Drive and is labeled "Terminal Building" on the sketch attached hereto as Exhibit "A".

B. Lessor desires to lease to Lessee the Premises for an office and counter space solely for the purpose of providing aviation related services at retail to the public airport (the "Permitted Uses") subject to the requirements of this Agreement.

NOW, THEREFORE, for and in consideration of the foregoing, the rent hereinafter to be paid by Lessee, and the covenants and agreements contained herein to be kept and performed by Lessee, and other good and valuable consideration, Lessor and Lessee agree as follows:

I. RECITALS

1. Recitals. The foregoing recitals are incorporated into this Agreement.

II. PREMISES

2. Premises.

2.1 Limitations. The Premises includes and is limited to the following:

2.1.1 Approximately two hundred forty-eight (248) square feet of floor area and adjacent six (6) linear feet of counter space known as Suite 104 located inside and toward the southwest end of the Terminal Building consisting of office space. The Premises are limited to the areas depicted as office Suite 104 in the drawing attached hereto as Exhibit "B."

2.1.2 The right to install and use a single communications dish antenna or whip antenna upon the roof of the Terminal Building but only if such antenna complies with all of the requirements of all applicable laws and this Agreement, subject to such conditions and requirements as Lessor may impose.

2.2 Condition of Premises. Lessee has examined, studied and inspected the Premises and all other property provided under this Agreement and its environs and they are being leased in an "as is" condition without any express or implied warranties of any kind, including without limitation any warranties or representations as to their condition or fitness for any use. Lessee has obtained such information and professional advice as Lessee has determined to be necessary related to this Agreement or this transaction.

2.3 Fixtures and Personalty Included. The Premises includes no fixtures or personal property owned by Lessor upon or within the Premises. Any personal property hereafter provided shall be "as is" and Lessee accepts all responsibility for its condition and shall thoroughly inspect the same before use. Any and all of Lessor's property as may come into the possession of Lessee or used by Lessee, shall be returned to Lessor at termination of this Agreement and shall be maintained in good working condition by Lessee from time to time at Lessee's expense and replaced by Lessee at Lessee's expense when worn out and shall be owned at all times by Lessor with Lessee being solely responsible for the condition thereof. Without Lessor's prior written consent, Lessee shall not remove, damage or alter in any way any improvements or fixtures upon the Premises or any personal property of Lessor.

2.4 Title. Lessee's rights hereunder are subject to all covenants, restrictions, easements, agreements, liens, reservations and encumbrances upon, and all other recorded or unrecorded conditions of title to, the Premises. Lessee's rights hereunder are further subject to all present and future building restrictions, regulations, zoning laws, ordinances, resolutions, and orders of all bodies, bureaus, commissions and bodies of any municipal, county, state, or federal authority, now or hereafter having jurisdiction over the Premises or Lessee's use thereof.

2.5 Title to Adjacent Property. Lessee's rights are expressly limited to the real property defined as the "Premises" in this Agreement. Without limitation, in the event any public right-of-way or other public or private property adjacent to the Premises is dedicated, abandoned or otherwise acquired or disposed of by Lessor, such property shall not accrue to this Agreement but shall be Lessor's only. In addition, and severable from the preceding sentence, upon any such event, Lessee shall quitclaim to Lessor such right-of-way or other property.

III. TERM OF LEASE

3. Term of Lease. Lessor hereby leases the Premises to Lessee subject to the following provisions and conditioned upon Lessee's full, timely, complete and faithful performance of all performances and things to be performed or done hereunder by Lessee and Lessee hereby accepts the Premises and this Agreement.

3.1 Term. The term of this Agreement shall be for a period of two (2) years commencing on the date of this Agreement unless sooner terminated as hereinafter set forth.

3.2 Extension. In the event of Lessee's continuously full, complete and timely performance of this Agreement throughout the initial term set forth above and any extension, this Agreement may be extended at Lessee's option for three (3) additional one (1) year periods for a total of five (5) years. In order to exercise its option to extend, Lessee must give to Lessor written notice of Lessee's intent to extend no later than three (3) months and no earlier than six (6) months prior to expiration of the initial term (or, in the case of the second or third extension, the prior extension). In the event of extension, Lessee shall obtain from Lessor and record a notice of extension in form acceptable to Lessor. No extension shall be effective without Lessor's consent, which Lessor may withhold in Lessor's absolute discretion.